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CODIB-D-82/13  
4 December 1961

UNITED STATES INTELLIGENCE BOARD

COMMITTEE ON DOCUMENTATION

MEMORANDUM FOR: Chairman, United States Intelligence Board

SUBJECT: Status Report on the Community Information  
Processing Study

REFERENCE: USIB-D-39.7/1 (Final), 24 July 1961

1. As authorized and directed by USIB under reference, I have proceeded with the selection of a staff director and staff for the conduct of a study of the USIB information processing problems. To date the following full-time personnel have reported:

25X1 [ ] Staff Director (CIA)

Mr. Calvin N. Joyner (Army)

Mr. John H. Toler (Air Force)

25X1 [ ] (IA)  
[ ] Staff Secretary (CIA)

In addition Captain Donald C. Higgins (Navy) and [ ] (NSA) have been available on a very limited basis.

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2. A current status report by the Staff is attached as Enclosure 1. This report reflects the implementation problems being encountered.

3. The proposed study plan developed by the Staff, the concept of which has been approved by the Committee on Documentation (CODIB), is attached as Enclosure 2. I particularly invite the attention of the Intelligence Board to the list of Major Tasks (page 6) and to the Guidelines section (pages 18-19) of the proposed study plan.

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4. We are at a critical stage in this undertaking. While considerable thought and planning has been done since the Intelligence Board approved the Terms of Reference in July, it remains that we must obtain early designation of full-time staff members from State, Navy, NSA, and particularly DIA. An additional and continuing imperative is that DIA information processing plans for the Department of Defense and the Community study effort be coordinated.

5. Meanwhile the Staff Director has been instructed to:

- Limit the scope of the study to problem definitions of input-output processing.
- Initiate a study of state-of-the-art in data processing.
- Proceed with such other tasks as can be undertaken in view of the realities of the present situation in the Intelligence Community.

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Paul A. Borel  
Chairman

Enclosures - 2

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SCIPS-D-2/1  
29 November 1961

STAFF FOR THE COMMUNITY INFORMATION PROCESSING STUDY

MEMORANDUM FOR: Chairman, USIB Committee on Documentation

SUBJECT: Implementation of Community Information Processing Study

REFERENCE: USIB-D-39.7/1 (Final) dated 24 July 1961

1. Pursuant to paragraph 1d of reference the following progress and status report is made on subject.

2. Phase I of the terms of reference for the study (USIB-D-39.7/1 Final, 11 July 1961), namely the preparation of a plan for the conduct of the study, has been completed. The plan details the tasks to be completed and estimates an equivalent 33-man-year effort over a 70-week period. The study plan was considered at the CODIB Meeting on 19 October 1961. I interpret the consensus of the committee's consideration to be:

- (a) Reaffirmed the need and importance of the study.
- (b) Concurred in the general study concept and tasks outlined in the study plan.
- (c) Considered the estimated effort reasonable but probably conservative.
- (d) Could not commit all the resources called for in the plan due to departmental and DIA priorities.
- (e) Expressed concern at the use of contractors to assist in the fact-finding phase due to security restrictions.

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- (f) General objection to a study of organizational T/O's and budgets as such.
- (g) Desires that the scope of the study be limited initially to detecting interrelationships of information flow until 1 February 1962 as suggested by DIA, at which time they would reconsider full implementation of the plan. This restriction of scope was made to give DIA time to determine at least the nature of its plans for organizational and functional changes in the military services intelligence components.
- (h) Agreed that the sub-task of examining the state-of-the-art in information processing could commence at once.

3. The present situation is:

- (a) A staff of three full-time members (CIA, AF, and Army) plus one clerical and myself on board.
- (b) Part-time members have been designated from Navy, NSA, and DOD/R&E - but to date have been available on a very limited basis.
- (c) Firm intentions to assign a full-time representative in the near future from State, Navy, and DIA; and an equivalent one-man representation from NSA.
- (d) A willingness to assign a staff member from NBS and Bureau of Budget on a reimbursable basis.
- (e) An agreed study plan with restriction of scope until 1 February 1962.

4. With the present on-board strength it would take at least 10 years to complete the study; realization of all the commitments made (paragraph 3 above) would result in a minimum three-year schedule, based on the probably underestimated effort estimates. With this situation pertaining, I propose to proceed as follows:

A. Staffing:

- (1) Seek fulfillment of personnel commitments made.
- (2) Seek three additional members for the Staff from CIA.
- (3) Identify consultants now under Government contract who could best serve the Staff in a consultant capacity.

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B. Fact Finding:

- (1) Identify information flows, processes, functions and inter-relations subject to immediate study.
- (2) Determine what facts are sought on these flows, processes, functions and interactions.
- (3) Determine methods of acquiring those facts including identification of pertinent studies under way or completed.
- (4) Proceed with the acquisition of the facts.
- (5) Initiate task on state-of-the-art survey.

C. Planning:

- (1) Re-examine the initial plan in terms of sequence and effort allocation in light of results of steps (1), (2), and (3) under "B" above.
- (2) Maintain liaison with DIA for early detection of major changes in the military intelligence organization and functions as related to the Community Study.
- (3) Give further consideration to the security and monetary aspects of private industry assistance on the study.
- (4) Delay detailed planning of the remainder of the study until personnel resources are assured.

5. I am not so concerned at the temporary restriction of scope and resources because we couldn't move much faster than that anyway. My prime concern is that the SCIPS staffing situation is typical of Community efforts in information processing, collection, production, operation, or coordination. That is, national priorities prevail during the Community consideration and planning stage but in actual implementation departmental priorities are the prime determinant. I therefore propose that on or before 1 February 1962 we take another hard look at resources probabilities, and if negative, recommend either strong remedial actions or abandonment of the study. At present, we are in the position of not having commitments for the required personnel nor do we have assurances that such commitments will ever be made. This means that we don't know whether the study can proceed as planned or not. It is incumbent upon us to inform USIB of this situation.

6. It is recommended that the USIB members facilitate the prompt implementation of personnel commitments agreed at the CODIB level and noted in paragraph 3 above.

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7. It is believed that any USIB action on other problems encountered (full resources, industry assistance, funding) can be deferred until the limitations on the previously USIB approved objectives can be specified at which time a further report will be made to USIB.

8. Attached is a revision of the proposed study plan (SCIPS-D-1/2) reflecting some of the CODIB discussion but without regard to the temporarily reduced scope.



Director, SCIPS

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SCIPS-D-1/2  
1 November 1961

PROPOSED PLAN  
FOR  
STUDY OF INFORMATION PROCESSING  
IN THE INTELLIGENCE COMMUNITY

by

The USIB Staff for the Community Information  
Processing Study  
(SCIPS)

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